

REQUEST FOR PROPOSAL FOR RENOVATION SERVICES

SOLICITATION NO. 202302

Keene ISD DayCare Facility

Date Issued: 03/21/2023
Proposal Due Date: 03/31/2023

Keene ISD DayCare Facility

The Keene Independent School District (the District) intends to select a Construction Company for the purpose of renovating existing buildings to house the new Keene ISD DayCare Facility. Responses shall include the information requested in the sequence and format prescribed. In addition to and separate from the requested information, submitting organizations may provide supplementary materials further describing their capabilities and experience. Sealed submittals (three hard copies and one digital copy in .pdf format) of the Qualifications Statements shall be submitted to:

Elizabeth Menchaca, CFO Keene Independent School District
3625 E. Hwy 67
Keene, TX 76059

No later than 3:00pm(local time) on 3/31/2023

RFP SELECTION SCHEDULE

(some dates may be subject to change)

- Request for Proposal Released 3/21/2023
- Receive Proposals 3/31/2023
- Conduct Interviews (If needed) 4/3/2023
- Evaluate Proposals and Rank Selections 3/31/2023
- Recommendation to Board of Trustees 4/17/2023

Project Description

New Keene ISD DayCare Facility

Scope: Renovation of 2 existing portable buildings to house the new Keene ISD DayCare Facility. All work must be completed as required by state and local codes as well as the Texas Child Care Regulation. Full Scope of work must be completed, any changes would be at the discretion of Dr. Ricky Stephens, Superintendent Keene ISD.

Both Buildings

- Strip down walls to the studs, examine for unforeseen damage, replace all drywall.
- Remove all flooring and bathroom walls, increase size to meet ADA standards.
- Remove and replace all windows to meet safety recommendations.
- Install electrical for new fire security system and smoke detector boxes.
- Add exit lights were needed.
- Install complete fire security system
- Paint Interior of buildings
- Install quality waterproof flooring in buildings.

- Trim out baseboards, doors and windows.
- Install interior doors using both new and existing as needed.
- Reconfigure cabinetry and install countertops.
- Replace all plumbing fixtures.
- Reconfigure ceiling tiles and lighting to accommodate new walls.
- Build exterior walls for privacy on classroom porches.
- Install a 5 ft chain link fence around the playground.
- Decor/Furniture needed for each classroom

Building 1

- Extend one outside porch to access the door.
- Install a 4th exterior door for the 3rd classroom.
- Install new windows (3x5)
- Remove two bathrooms completely and cap plumbing, frame out and add a new bathroom at the end of the building.
- Frame out bathroom in office.
- Build two new walls with 36 x 80 interior door accessing each room.

Building 2

- Frame out 3 ADA bathroom in building
- Move current plumbing and add plumbing for an extra bathroom.
- Add two ADA wall mount sinks, one for each classroom.
- Build a wall between classrooms.
- Install 4 new windows (3x5)

SUBMISSION REQUIREMENTS

Please provide the following information in the sequence and format prescribed by this questionnaire. Supplemental materials providing additional information may be attached, but the information requested below is to be provided in this format.

Firm Information

- Name of firm:
- Address of principal's office:
- Phone and Fax:
- Form of Business Organization (Corporation, Partnership, Individual, Joint Venture, other):
- Year Founded:
- Primary Individual to Contact:

Organization

- How many years has your organization been in business as a CMAR/Contractor?

- How many years has your organization been in business under its present name? Under what other or former names has your organization operated?
- If your organization is a corporation, answer the following:
 - Date of incorporation, State of incorporation, President's name, Vice-President's name(s), Secretary's name, Treasurer's name.
- If your organization is a partnership, answer the following:
 - Date of organization, type of partnership (if applicable), and names of general partner(s).
- If your organization is individually owned, answer the following:
 - Date of organization, name of owner.
- If the form of your organization is other than those listed above, describe it and name the principals.

Licensing

- List jurisdictions and trade categories in which your organization is legally qualified to do business and indicate registration of license numbers, if applicable.
- List jurisdictions in which your organization's partnership or trade name is filed.
- List Bonding/Insurance information

Experience

- List the categories of work your organization normally performs with its own forces. Would you propose to do any work with your own forces or to bid all work to subcontractors?
- List any subcontractors in which your organization has some ownership and list the categories of work those subcontractors normally perform.
- Claims and suits (If the answer to any of the questions below is yes, please attach details).
 - Has your organization ever failed to complete any work awarded to it?
 - Are there any judgments, claims, arbitration proceedings, or suits pending, or outstanding, against your organization or its officers?
 - Has your organization filed any lawsuits or requested arbitration with regards to construction contracts within the last five years?
- Within the last five years, has any officer or principal of your organization ever been an officer or principal of another organization when it failed to complete a construction contract? (If the answer is yes, please attach details.)
- Current Work:
 - List the major construction projects your organization has in progress, giving the name and location of project, the nature of your selection for the project and the service you are providing (general contractor with bid selection, construction manager with qualification selection and GMP, etc.), owner, architect, contract amount, percent complete, and scheduled completion date.
- Please list the last three major projects you've completed

Experiences with Concepts for Work as a Construction Manager

- Cost Estimates
 - Attach a sample conceptual cost estimate prepared during the design phase of a project, and a sample of the final cost estimate/breakdown used to fix the contract amount for the construction of the same project. (Identity of the project may be concealed. The intent is to see the nature and format of the cost information provided).
- Savings
 - Describe your organization's concept for the disposition of savings realized during construction. Is the full amount returned to the owner?
- Contingencies
 - Describe your organization's concept for cost contingencies both during design and during construction? What is your organization's concept for the disposition of contingency funds after the completion of the project?
- Cost Information
 - Does your firm make all cost information during design and construction available to the owner and architect?

Personnel

Given the scope and schedule of the project, identify the specific Project Manager, Project Engineer, Estimator, and Superintendent who would work on the project. Provide a resume and references for each individual. Provide assurances the identified team will remain with this project throughout the course of construction.

References

For three (3) of the projects listed above (re Item 4.6), identify a representative of the owner and a representative of the architect (provide name, phone/fax numbers) whom we could contact as references regarding your organization's services. Ideally, some of the references should be for similar projects of comparable scope.

Schedules:

Provide samples of schedules that will be used to control various project phases.

Felony Conviction Notice

Non-Collusion Affidavit

Conflict of Interest Questionnaire

Certificate of Residency

W-9 Request for Taxpayer Identification and Certification